

The **Parks and Recreation Board** met Monday, March 22, 2004 at 4:30 pm in the Board of Works Room at West Lafayette City Hall.

Present at said meeting were Mike Dana, Leon Trachtman, Karen Springer, Garnet Peck, and Attorney John Sorensen. Council Members Ann Hunt and Gil Satterly were present. Joe Payne, Pennie Ainsworth, Chris Foley, Brenda Lorenz, Brian Tunis, Lee Booth and Cheryl Kolb represented the Department. Also present were Clerk-Treasurer Judy Rhodes and Bob McCullough, representing the West Lafayette Pony League. Absent was Park Board member Paula Woods and Council Member Gerry Keen.

Mike convened the Board at 4:35 pm.

The first item on the agenda was the approval of the minutes of the February 23 meeting. Leon motioned the minutes be approved as presented. Garnet seconded the motion, and the motion carried.

Superintendent – Joe reported on the following:

- Noted the Council Report was included in the mailing.
- Pointed out the Outdoor Indiana publication has a nice picture of our acquisition last year of the new 30-acre addition to Celery Bog Nature Area, which was partially funded by Indiana Heritage Trust funds.
- Copied a couple of pictures from an email showing the West Lafayette Track & Field Team doing a clean up along the Wabash Heritage Trail.
- Noted that we have been working for a few years, since the completion of the US 231 project to acquire a parcel of land near Wabash pond. It was left over from the INDOT construction project for the down ramps off Harrison Bridge to North River Rd. The City Attorney's office essentially completed the donation process for the tract to be transferred to the foundation last week. We will now be working to clean and beautify the area.

Assistant Superintendent – Pennie reported on the following:

- Letters have been mailed to the Coed and Men's League representatives. The first meetings have been scheduled for April 6 - Coed and April 7 - Men's. The fee for the Men's League has been set for \$500.00, which includes a double elimination tournament at the end of the season. The men will play two games per week. The fee for the Coed League has been set for \$350.00, with tournament play or \$320.00, without tournament play. League play will begin May 10.
- Pool passes have been ordered.
- Bids for the Arni Cohen Softball Fields lighting, material only, are due to be opened at the April 13 Board of Works meeting.
- Request for Quotes were mailed out for a climbing boulder that will be installed at Dubois Park. The quotes will be opened at the April 13 Board of Works meeting.
- The first meeting for Global Fest was on March 10. To date, the Mayor has raised \$4,500.00. Fortunately, all of the same committee members are returning. Sonya Margerum is chairing the volunteer committee. Karen Springer and Linda Eales are in charge of the Naturalization Ceremony.
- Attended a very informative communications workshop on March 11 hosted by Sue Scott. The workshop dealt with dressing and speaking in front of a camera

Parks – Lee reported of the following:

- Noted the playground and trail inspections
- Completed the addition on the outside of the maintenance shop in Happy Hollow Park and finished organizing the inside of the building.
- Preparation for summer at the rink has taken place.
- Opening parks for the 2004 season.
- Preparation for use of summer equipment is finished.
- Installation of the new equipment in the 2-5 playground area in Happy Hollow Park has begun.

Recreation – Chris reported on the following:

- The last day for ice-skating at Riverside Skating Center was March 3. The Center closed on March 5 for the season. The combination of consecutive warm sunny days, rain, and wind forced the closing of the Rink a few days earlier than originally planned. The staff has been preparing the equipment for storage and working on general maintenance of the facility.
- Spring inline skating season will be April 16 through May 23. The Rink will be open for public skating Fridays and Saturdays from 4-10pm, with trail skating from 4-8pm. The fee will be \$2.00. The Rink is available for group rentals.
- Summer programming is in the final process of being prepared. The summer brochure will be mailed mid-April.

Morton Center – Brenda reported on the following:

- There have been 1,837 registrations compared to 1,869 registrations last year at this time.
- WALLA began their classes today. The group seems to be happy. They have 205 people registered for classes. The parking situation is a struggle, but we are doing the best we can.
- Art students of Jeannette Rehmel will be displaying their work from April 17 to May 14 in Room 106 and 108. There will be an opening reception on Saturday, April 17, from 1-3pm.

Beautification & Stewardship – Brian reported on the following:

- “Wednesdays in Wild” programs have been well received.
- Volunteer Workdays scheduled:
 - 03/27/04, Saturday, Krannert M.B.A. (Masters of Business Administration) (25) clean up trash and plant trees at Tapawingo Park.
 - 04/03/04, Saturday, Boilermaker Volunteer Network (50) & Scenic Byway Clean Up.
 - 04/25/04, Sunday, Indiana Native Plants and Wildflower Society & Earth Day Event.
 - 05/01/04, Saturday, Arbor Day Event
- Salvaged landscaping from West Lafayette Public Library.
- Preparation for spring planting is underway.
- Interviewing for summer, seasonal help.

Old Business

A. Festivals

Joe pointed out to the Park Board members the material they received in their mailing pertaining to the festivals. He noted that a representative for the festivals may, or may not, attend today's meeting, noting the spring break time for many people in the community.

With that, Joe introduced another guest, Bob McCullouch, representing the West Lafayette Pony League.

B. West Lafayette Pony League

Mr. McCullouch, representing the West Lafayette Pony League, expressed the League's concern to find a new location that is more desirable to them. There is much concern on their part with the uncertainty of their facility, pending the decision of the plans for Happy Hollow School. Mr. McCullouch requested the Park Board consider letting the Pony League use the South Cohen Softball Field. He reported there are three teams of approximately twelve boys per team, which play an estimated twenty-two games, against other county teams per six-week season. He proposed maintaining the field, therefore providing a service to the City for this facility. He proposed that in order to accommodate their league's rules and regulations, revisions for the bases and the pitching mound would need to take place. Another item very important to his league is the ability to generate income, besides the player fees. At their current facility, they do not have that capability, noting Little League generates sizeable income from their concession sales. They are requesting to open the concession stand located at our facility, maintaining that they would staff it. The Park Board expressed great concern for our well-established adult leagues, noting that these types of revisions would pose possible safety issues, and that they as a Board, are not willing to jeopardize our adult leagues. Pennie provided scheduling information pertaining to the use of the fields by our adult leagues. Our teams will begin play May 10, using three fields every night, Monday-Thursday, two games per night, with tournaments for the Men's league generally finishing by the end of July and the Coed league generally finishing by the end of August. The installation of the lighting will not be until June or July. The Board's consensus from a scheduling perspective is that it would displace our existing, long-standing program. Joe noted some previous discussion in the past had occurred with Mr. McCullouch regarding Pony League using a third field that is located at the north end of the Cohen Fields. When asked by Mike Dana if using the third field would be a feasible option, Mr. McCullouch responded by saying they would prefer staying at the current Happy Hollow School field due to the north field lacking temporary fencing. He said they are looking for an improvement, not a parallel, or a backward move. He believes it would be a backward move, also noting the concession area would be too far away from the field. Karen Springer reported that the Task Force has narrowed the process for Happy Hollow School down to four options, two at the Happy Hollow site, and two at the Burtsfield site. If the decision were to go with a new building at the Happy Hollow site, the construction would place the building on top of the current Pony League field. The process is continuing and there will be a final report to the School Board by the Task Force at an April 28 meeting. The School Board will likely have one or two work sessions, will be receiving the learning plan document, and they are looking

to make a decision by the end of May or mid June. Karen noted, whatever the decision is, it will not affect the Pony Leagues season this year. The Board acknowledged evaluation is in order once the School Board reaches their decision for Happy Hollow School. Mike Dana stated the Park Board, at present, is not interested in providing the softball field accommodation for the request this current season. The Board appreciates the interest in providing quality softball and baseball for the community. They are willing to take the request under advisement with the staff to review in the future.

A. (continued) Festivals

Mike returned to the discussion of the letter received from Frank Donaldson and the GIS photo of the festival location pertaining to the West Lafayette's side of the festival. Joe added that the Mayor would like the Park Board's response relevant to Park Board items and it is her intent to work with various City departments to put together a singular response that addresses everyone's interests. Joe noted the fencing issue remains, along with providing a staff member at the Pavilion to oversee the use by the performers only. The goal is to work cooperatively with the festival committee, making sure we are comfortable with the stage coming and going, with assurance in the past, by the group that built the rink that it is capable of handling a stage on there. There would not be any big trucks allowed on the structure. Location of picnic tables, closing of the parking lot, Brown St., etc. would be minor items determined by staff working with the festival volunteers on site. Discussion by the Park Board followed pertaining to the acceptance of allowing a stage on the structure, and the affect it would have on the freezing units beneath the concrete. The consensus was the necessity of reassurance from the design engineers of the ice rink, that this is a feasible request for such a facility, to house equipment such as a stage. Aside from the two issues of telling the festival committee where and what they are able to stage, Joe asked if the Board is accepting of the date of the festival, the closing of the park, the gating of the park and charging admission to get into the park. He added more information would be provided to the Park Board for final consensus. Ultimately, the Park Board will have the final decision as to whether they will allow the single serving containers to be in the park, subject to the patrons showing proof of age to the festival committee, as indicated with their wristbands. Joe added more information to follow pertaining to the previously mentioned concerns. Karen questioned the Park Board's financial obligation towards the event would be, or if the City would be supporting the event, in which Joe responded that our costs should be relatively minor. Leon motioned resolving continued support of the festival concept with details to be worked out by our staff and concerns as expressed in our discussion, with response provided by next meeting. Garnet seconded the motion, and the motion carried.

B. KCB TIF Projects

Joe provided an update on KCB TIF projects plus the Levee Village TIF projects. The Redevelopment Commission has approved \$220,000.00 for the North Chauncey Streetscape Project. They have also approved from the KCB TIF, an appropriation of \$355,000.00 for additional park improvements, primarily Cumberland Park and the Trailhead Park. The Redevelopment Commission will be meeting March 29 at 12:30p.m. We will be asking for an appropriation from the Levee/Village TIF, for \$270,000.00 for the Wabash Heritage Trail connection and Brown St. Overlook project.

The project would consist of a piece of trail that would go around on the easement, negotiated some time ago, and redoing the abutment at the end of Brown St. as an overlook. It would also complete the storm water project at Tapawingo Park that was not completed last year. It is a three-phase bid, with a pre-bid meeting Wednesday afternoon in the Board of Works room at 2:30p.m. They expect bids for this in three parts on April 6 at the Board of Works meeting. There will be a public hearing, and then hopefully, approval of the appropriation from the Redevelopment Commission. This will enable us to move much further ahead, if not completely close out three old DNR Wabash River Heritage Corridor Fund grants, with the reimbursements coming back to the funds from which money was initially expended. Previous funds have been expended from our dedicated Wabash fund with the remaining funds expected to come from Levee/Village TIF. Numerous purchase orders have been issued. We will be designing the new Cumberland Park's restroom facility that will be located near the new parking lot and the Maintenance Barn with Wahl Architecture, out of KCB TIF. We will also be doing the wiring for all three new shelters constructed last year as part of the Parks & Trails Improvement Project, with Thompson-Rayman Electric. We will be installing new fountains at those three shelters, purchased from Murdock Fountains, also coming out of KCB TIF. The City has, in a cooperative endeavor, entered into a consulting contract with Schneider Corporation to do additional engineering work to help make the North Chauncey Streetscape project work. We will also be adding a fountain to be used at Dubois Park. That will come out of the CCD Park Improvements Fund. We are also putting a new fountain at Tommy Johnston Park, coming out of the same fund.

C. Dubois Park

Pennie reported we are waiting for the complete drawings from Congdon Engineering before we can go out for quotes on the playground equipment, earthwork drainage, construction of the sidewalks, and installation of the site furnishings. The plans at this time are for the bids to be opened at the April 13 Board of Works meeting.

D. Parking Lot Construction Facility Use & Reciprocal Parking Agreement (Cumberland Park)

Joe reported that he was pleased to have three copies of the agreement ready for signatures by the Board, president, and secretary. The copies have already been signed and notarized by the West Lafayette Community School Corporation and the West Lafayette Redevelopment Commission. John Sorenson summarized the agreement, noting the expansion of the football seating caused the need of approximately 80 additional parking spaces. It will use a portion of our land and will prorate some of the costs available with that, and will hook in with the trail system. It was a cooperative agreement with the School Board, noting everything is moving in the right direction. Karen reported a special meeting was held on February 24, noting that at the last meeting, a contract with Milestone had been approved, pending approval by all entities. They are ready to begin the process, possibly even before the end of this school year. Garnet motioned the approval of the Parking Lot Construction Facility Use & Reciprocal Parking Agreement. Leon seconded the motion, and the motion carried.

New Business

A. Morton Proposals

Morton Recital Program

Brenda presented the first proposal requesting a half-page add from Dr. and Mrs. Sheth congratulating the dancers from the clinic name, along with a small Unity logo. With the approval of the ad, the Sheth's have agreed to pay the cost of printing the programs, noting last year's cost was \$380.00. Following discussion amongst the Board members, Leon motioned approval for the ad at a flat rate of \$500.00 for the ad. Karen seconded the motion, and the motion carried.

Contemporary Christian Convocation

The Blackbelt Academy wishes to sponsor a recital for a contemporary Christian artist at Morton Community Center on Friday evening, April 9. They are considering having the event at no charge, or accepting donations at the door. Tom Dolan would like to sell his CD's to help offset his costs. This scenario has come up before, with Board approval in the past for other groups. Garnet motioned the approval of selling CD's as requested. Leon seconded the motion, and the motion carried.

West Lafayette School Board

Karen reported on the Happy Hollow School project previously during the discussion with on the West Lafayette Pony League. The Task Force will be presenting their work to the community on March 29. The Cumberland principal search is proceeding, with applications due by March 26. A selection committee is to oversee this task, until presentation to the School Board, noting the starting date of the position is July 1.

Wabash River Parkway Commission

In Paula's absence, Joe reported that Brian has been working with Susan Benner on the Wabash Clean-Up scheduled for 8/28/04, with the base of operation located at Fort Ouiatenon.

Other

Blessed Sacrament Contract

Pennie presented a request to the Board to sign the agreement to use the Blessed Sacrament field for our softball program in lieu of us mowing. This is the standard contract we have had over the years for use of their facility. Leon motioned to approve the contract with Blessed Sacrament as presented. Karen seconded the motion, and the motion carried.

West Lafayette Prom Committee

Pennie received a request for a donation for the after-prom. The prom is May 15, and the department would like permission to donate ten adult single admissions to the West Lafayette Municipal Pool, valued at \$25.00. We would also like to donate ten single admissions to the Riverside Skating Center for the roller skating season, valued at \$20.00. Garnet motioned to approve the donations to the West Lafayette Prom

Committee for their after-prom as presented. Karen seconded the motion, and the motion carried.

WeSSO Dog Walk

Pennie noted the enclosure from WeSSO pertaining to the dog walk in honor of Dr. Lynn Kettering who lost her battle to cancer earlier this year. Joe noted the department would help try to make sure that the signing is safe for everyone, noting the staking issue to be addressed as a safety matter. The event is to take place April 18 at 2:00p.m. in Happy Hollow Park. Leon motioned to approve the walk as presented. Garnet seconded the motion, and the motion carried.

GIS Print

Joe passed a GIS print showing the trails pieces we completed last year plus the pieces we are planning to complete this year. Joe also just picked up a draft, two-color version of our Recreation Guide for everyone to look at and review with input and notes on the design, to be returned later this week.

Purchase Orders

Pennie requested approval for the following Purchase Order:
P.O. #7534 Taylor & Associates, Inc. \$ 2,269.90 54-444
10-Stackable Chairs and 10-Stackable Chaise Loungers for pool.

Pay Claims

Leon motioned that claims be paid. Garnet seconded the motion, and the motion carried.

Adjourn

The meeting adjourned at 6:15p.m.

Presiding Officer

Secretary

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